



- Diversion of at least 50 percent of non-hazardous solid waste, construction and demolition materials and debris by the end of fiscal year 2015.
- Advance regional and local integrated planning by ensuring that planning for new Federal facilities or new leases includes consideration of sites that are pedestrian friendly, near existing employment centers, and accessible to public transit, and emphasizes existing central cities, and in rural communities, existing or planned town centers.
- At least 15 percent of an agency's existing buildings and building leases above 5,000 gross square feet meet the Guiding Principles by fiscal year 2015. GSA has set a higher target of 18 percent.
- 95 percent of new contract actions, including task and delivery orders for products and services (with the exception of the acquisition of weapon systems), must be energy efficient (ENERGY STAR® or Federal Energy Management Program designated), water-efficient, biobased, environmentally preferable, non-ozone depleting, contain recycled content, or nontoxic or contain less toxic alternatives, where such products and services meet agency performance requirements.

## 6. National Environmental Policy Act Compliance

The National Environmental Policy Act (NEPA) of 1969 is a Federal law that is one of the Nation's fundamental charters for environmental protection. It requires that all Federal agencies consider the potential environmental impacts of proposed actions. NEPA promotes better agency decision making by ensuring that quality environmental information is available to agency officials and the public before the agency decides whether and how to undertake a major Federal action. NEPA requires an assessment of the environmental impact of every proposed Federal action that could affect the environment. Since all Federal actions are subject to the requirements of NEPA, all leasing actions must document NEPA compliance in the lease file.

The appropriate NEPA compliance for a specific action (Categorical Exclusion, Environmental Assessment, or Environmental Impact Statement) will be determined by the Regional NEPA Specialist or Regional Environmental Quality Advisor. The Leasing Specialist must initiate conversations with the regional NEPA expert early and often in the leasing process, before the opportunity to consider alternatives has been overtaken by the urgency of the lease requirement.

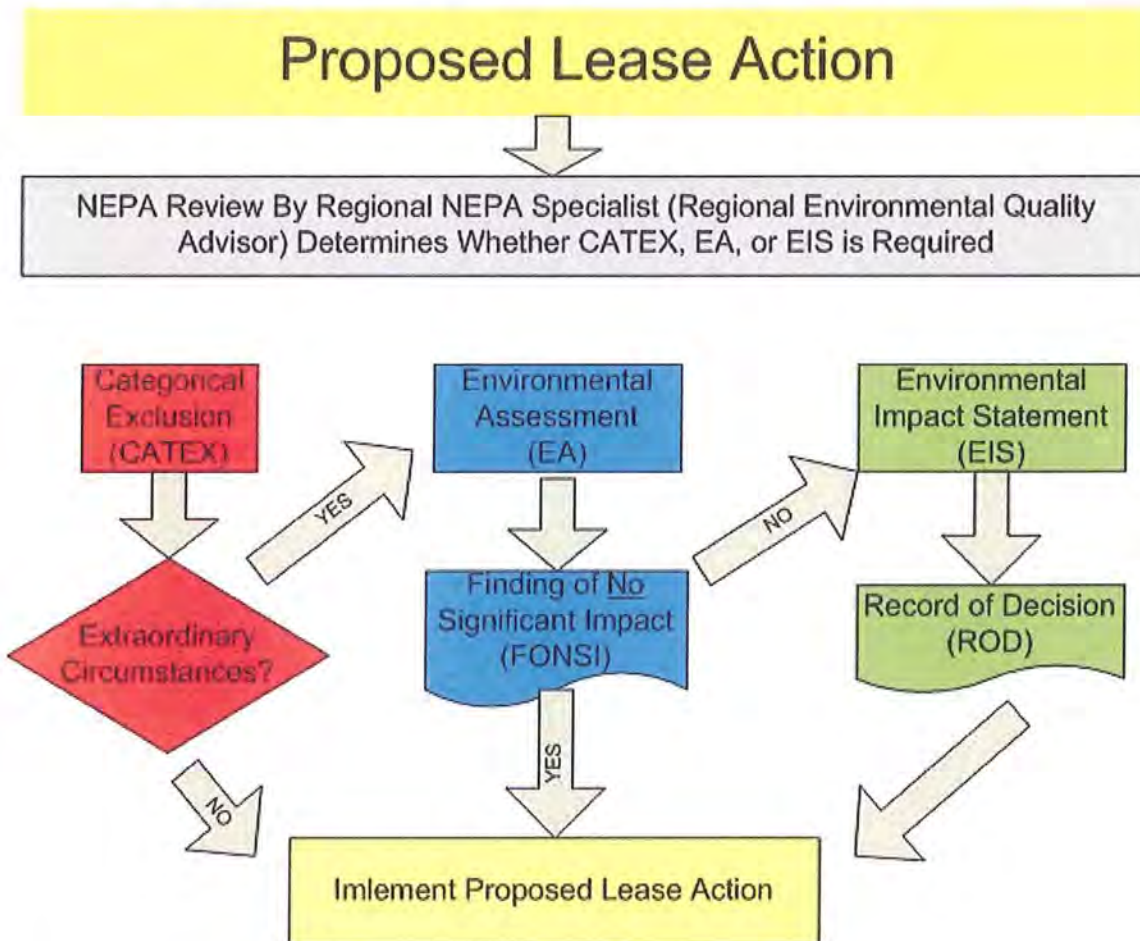
Most GSA leases either acquire space in an existing building that does not change the type or intensity of use, or are lease extensions, renewals, and succeeding leases. These are categorically excluded from a formal NEPA assessment.

The Council on Environmental Quality guidelines (at 40 CFR 1508.4) support a categorical exclusion (CATEX) for most leases. The guidelines define a CATEX to encompass actions that "do not individually or cumulatively have a significant effect on the human environment and which have been found to have no such effect in procedures adopted by a Federal agency...and for which, therefore, neither an Environmental Assessment nor an Environmental Impact Statement is required."

Categorical exclusions will be considered either an "automatic" CATEX, meaning a type of action that experience has shown never poses a significant impact on the quality of the human environment, or a "checklist" CATEX, meaning a type of action that requires completion of a checklist to ascertain that extraordinary circumstances do not exist.

Additional information regarding the NEPA process and GSA's implementing instructions can be found in the PBS NEPA Deskguide ([http://pbsportal.pbs.gsa.gov:7777/pls/portal/docs/page/PL/Documents/PL/library/NEPA\\_DeskGuide\\_1.pdf](http://pbsportal.pbs.gsa.gov:7777/pls/portal/docs/page/PL/Documents/PL/library/NEPA_DeskGuide_1.pdf)) and the GSA PBS NEPA Integration Guide (2007).

The flowchart below outlines the three levels of NEPA documentation required for a proposed lease action, including Categorical Exclusion (CATEX), Environmental Assessment (EA), or Environmental Impact Statement (EIS).



## 7. Sustainable Location Policy for Leases

Location policy considerations are an essential part of the requirements development and lease acquisition process. Desk Guide Chapter 2, New or Replacing Lease, provides a detailed description of regulations, policies, and factors that affect agencies' location decisions and selection of delineated areas.

Since location factors are not addressed in the current Guiding Principles (GP) for Federal Leadership in High Performance and Sustainable Buildings issued in December 2008 by OMB, they are not included in the list of mandatory lease paragraphs associated with GP compliance.